## Lamar University

## Educational Technology Leadership Internship

### Part 1

## Field-based Activities Weekly Report

***Instructions:*** *Enter the total number of internship hours that you had worked at the start of the week in the upper right cell. Remember that you must log a* ***minimum of 50 hours*** *of field-based experience. For each day, enter a brief description of your internship activities for that day in the top row. Remember to include the ISTE Technology Facilitation standards. Use the second row for each day to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each day at the end of the row. Total the week’s hours, then enter the total number of internship hours that you have worked as of the end of the week.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Date: April 19-23, 2010 Total Internship hours at the start of the week:** | | |  |
| **Day** | **Functions** |  | **Hrs** |
| **Mon** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Tue** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Wed** | **Day’s Activities** | 4/21/2010 Planned technology based activities and materials for research question: Do students have an increased rate of learning when technology is used for instruction versus traditional methods of instruction? Reviewed planned Gizmos for Disease spread, Homeostasis, Circulatory System, Pre-post tests, methods of data collection, set dates to meet for set up of e-instruction, class rosters, and data sheets. Tied Gizmos, pre/post assessments to learning objectives for unit. | 2 |
| **Communication with Supervisor** | In person for planning period and after school PLC meeting |
| **Thur** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Fri** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Sat** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Sun** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Hours worked this week:** | | | 2 |
| **Total internship hours to date including this week:** | | | 2 |
| **Date: April 26-30, 2010 Total Internship hours at the start of the week:** | | | 2 |
| **Day** | **Functions** |  | **Hrs** |
| **Mon** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Tue** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Wed** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Thur** | **Day’s Activities** | 4/29/2010 Imported class rosters from student management system to e-instruction. Use of CPS/LMS system to set up class rosters and import student socio-economic data for project with mentor. | 2 |
| **Communication with Supervisor** | In person. Mentored and worked together to complete importation of student rosters. |
| **Fri** | **Day’s Activities** | 4/30/2010 Set up pre/post assessments in e-instruction. Loaded and installed software from RAP (Run Advertised Programs) to connect and use hardware for e-instruction. Exported student rosters to spreadsheet for student data collection of pre/post assessments. | 2 |
| **Communication with Supervisor** | In person. Taught site mentor how to import and export rosters from Gradespeed into Excel and manage socio-economic factors in an exported roster list. |
| **Sat** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Sun** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Hours worked this week:** | | | 4 |
| **Total internship hours to date including this week:** | | | 6 |

|  |  |  |  |
| --- | --- | --- | --- |
| **Date: May 3-7, 2010 Total Internship hours at the start of the week:** | | | 6 |
| **Day** | **Functions** |  | **Hrs** |
| **Mon** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Tue** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Wed** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Thur** | **Day’s Activities** | 5/7/2010 Team implementation of research question: Does technology affect pre/post assessment scores versus regular or traditional teaching methods? Disease spread Gizmo. Use of e-instruction, Gizmo, Power point, Excel, Starboard and Projector to teach 3 classes, traditional power point and notes for 2 classes, collection and administration of pre/post assessments. | 6 |
| **Communication with Supervisor** | Team teaching, mentoring, and working together for day’s classes. |
| **Fri** | **Day’s Activities** | 5/7/2010 Collecting, entering, and comparing data for use of technology/non-technology pre/post assessments. Mentoring spreadsheet formula use and data compilation related to project. | 6 |
| **Communication with Supervisor** | Meet during planning time and during 7th period to discuss possible factors that are affecting data for post assessments and spreadsheet analysis. Email communication of data and figures for assessment and analysis. |
| **Sat** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Sun** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Hours worked this week:** | | | 12 |
| **Total internship hours to date including this week:** | | | 18 |
|  | | |  |
| **Date: May 10-14, 2010 Total Internship hours at the start of the week:** | | | 18 |
| **Day** | **Functions** |  | **Hrs** |
| **Mon** | **Day’s Activities** | 5/10/2010 Review pre/post assessment for Circulatory system by email with site mentor. Preview and prepare for lessons on circulatory system. Shared digital videos from Human Body software for circulatory system instruction. Showed site mentor how to change download and streaming settings for unitedstreaming.com videos to match computer’s settings. Downloaded and installed WinDVD software for docking station system on site mentors computer to help troubleshoot streaming media not playing. Rebooted system to solve problem. | 2 |
| **Communication with Supervisor** | In person and by email for materials |
| **Tue** | **Day’s Activities** | 5/11/2010 Homeostasis Gizmo for research question: Does technology affect pre/post assessment scores versus regular or traditional teaching methods? Use of e-instruction, Gizmo, Power point, Excel, Starboard and projector for instruction of 3 classes. Collection of pre/post assessments. | 6 |
| **Communication with Supervisor** | Email and in person. Team teaching, mentoring and working together for days classes. Disaggregation of data scores and information related to it. Discussion of possible resources for technology facilitation research, journal articles, and books. |
| **Wed** | **Day’s Activities** | Mentoring team/site mentor on how to create formulas using Excel to disaggregate the data accumulated thus far as part of research project. Collection of post assessment data. | 1 |
| **Communication with Supervisor** | In person, email exchange to update data. |
| **Thur** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Fri** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Sat** | **Day’s Activities** | 5/14/2010 Updated class data in spreadsheet, pasted formulas for average calculations, difference of assessment scores and mailed to site mentor | 1 |
| **Communication with Supervisor** | Email to exchange data |
| **Sun** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Hours worked this week:** | | | 10 |
| **Total internship hours to date including this week:** | | | 28 |
| **Date: May 17-21, 2010 Total Internship hours at the start of the week:** | | | 28 |
| **Day** | **Functions** |  | **Hrs** |
| **Mon** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Tue** | **Day’s Activities** | 5/18/2010 Circulatory system Gizmo for research question: Does technology affect pre/post assessment scores versus regular or traditional teaching methods? Use of e-instruction, Gizmo, Power point, Excel, Starboard and projector for instruction of 3 classes. Collection of pre/post assessments. Integration of streaming video and ipod into instruction using starboard and projection camera. | 6 |
| **Communication with Supervisor** | In-person and by email. Continued to collect and compile data, calculate averages, deviations, frequencies, using formulas as part of excel functions. |
| **Wed** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Thur** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Fri** | **Day’s Activities** | 5/21/2010 Introduced Survey Monkey as a collection method for Likert style survey about data being collected to show affect of technology on instruction. | 1 |
| **Communication with Supervisor** | Email and in person discussed how to use and create survey using surveymonkey.com with site mentor as a data collection tool. Reviewed created survey for site mentor. |
| **Sat** | **Day’s Activities** | 5/22/2010 Review and initial assessment of data for final scores from project with site mentor. Formed initial thoughts and reasons for inconsistency in scores and data. Communicated with mentor to give ideas of reasons for inconsistency with research. Created a time schedule for when we could meet to exchange research articles, books, etc. for data and data analysis. | 1 |
| **Communication with Supervisor** | Email to arrange schedules and briefly discuss ideas about why some test data was inconsistent with others. |
| **Sun** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Hours worked this week:** | | | 8 |
| **Total internship hours to date including this week:** | | | 36 |
| **Date: May 24-28, 2010 Total Internship hours at the start of the week:** | | | 36 |
| **Day** | **Functions** |  | **Hrs** |
| **Mon** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Tue** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Wed** | **Day’s Activities** | 5/26/2010 Showed site mentor how to enable link for SurveyMonkey.com survey. Uploaded survey link to classroom website for students to take post technology research activity. | 2 |
| **Communication with Supervisor** | Email to exchange information and show link to survey. Confirmation that data had reached or was reaching webpage. Discussed how to access reports and findings for data, how to download reports and use to import into excel or word documents. |
| **Thur** | **Day’s Activities** | 5/27/2010 Collection of surveymonkey.com data from students. Use of student computer stations. Instruction of how to log in to surveymonkey.com to take surveys and submit forms. 30 minutes of each class for 5 classes. | 2.5 |
| **Communication with Supervisor** | Email with site mentor to confirm data was being received and students were taking the survey. Validation of results. Set up time to meet to discuss data. |
| **Fri** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Sat** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Sun** | **Day’s Activities** |  |  |
| **Communication with Supervisor** |  |
| **Hours worked this week:** | | | 4.5 |
| **Total internship hours to date including this week:** | | | 40.5 |

**Part 2**

### Reflection

***Instructions:*** *In submitting your field-based activity log, you are required to reflect on each of your experiences by completing a reflection in your course blog and should contain a minimum of 150 words unless stated otherwise. These reflections will be used to assist you in completing Week 5 of your EDLD 5388 Internship comprehensive exam/final report.*

*Reflections may consist of statements regarding:*

*·     the knowledge you gained from the activity,*

*·     insights into the patterns of interactions of the participants,*

*·     group processes including: who had power, authority, or influence, who was participating and who was not, who was not*

*included, how did you or another leader draw the silent teachers out, was there confrontation, conflict, consensus, agreement,*

*hurt feelings,*

*·     notations addressing the affective or feeling tone evident, concerns you noticed,*

*·     questions you have that you should research or about which you can seek expert advice from your campus-based supervisor or*

*your professor, and*

*·     issues that puzzle you.*